

Illinois Valley Regional Dispatch Board

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

June 30, 2020

CALL TO ORDER

The meeting was held Tuesday, June 30, 2020 at the Peru Municipal Building, 1901 4th Street, Peru, Illinois. Chairman Andy Bacidore called the meeting to order at 10:01 a.m.

ROLL CALL

Voting & Quorum Members Present:

Doug Bernabei, Jason Curran, John Duncan, Brian Fisher, Jeff Grove, Doug Hayse (10:29 a.m.), Joe Hogan, Jeff King, Dennis Rutishauser, Scott Samolinski, Vice Chairman Greg Kellen, Chairman Andy Bacidore. Absent: David Boelk (Hunt), Scott Harl, Ron Popurella, Dominic Rivara.

Non-Voting Members Present: City of Spring Valley

MINUTES

Chairman Bacidore presented the minutes of the IVRD meeting of May 26, 2020. Doug Bernabei made a motion that the minutes be received and placed on file. Dennis Rutishauser seconded the motion. All in favor; motion carried.

PUBLIC FORUM (CITIZEN COMMENT)

None

COMMUNICATIONS

None

COMMITTEE REPORTS

FIRE/EMS OPERATIONS COMMITTEE

Committee meetings suspended due to COVID-19. Next meeting to be determined.

LAW ENFORCEMENT OPERATIONS COMMITTEE

The Law Enforcement Operations Committee will meet immediately following today's IVRD Board Meeting.

BUILDING & GROUNDS COMMITTEE

John Duncan provided handouts of Kmetz Architects potential floorplan for the IVRD Mendota location being considered as a potential future site for IVRD. The plans displayed an office area, calm room, supervisor training area, server office, server room, mechanical room, locker room, restrooms, a breakroom, and the dispatch center. The area currently being rented was also noted on the plans. The Mendota location is 1,000 square feet larger than the current Peru Police Department, which is the other potential IVRD site. Probable construction costs for the remodel of the Mendota location are estimated at \$520,167.45. The estimated construction costs for the remodel of the Peru location are \$601,413.34. John Duncan noted the estimated cost difference between the remodels at approximately \$80,000.00. A locker room could not be designed into the Peru location because of space constraints. Eliminating the locker room from the Mendota location would save approximately \$20,000.00. The Mendota dispatch room is about 100 square feet smaller due to hallway space. The Mendota roof is in good shape with no immediate repairs anticipated. The building exterior has been well maintained. There are no load-bearing interior walls. If IVRD ever decided to, they could expand into the space now being rented out. The rental suite has its own bathroom and outside entrance. IVRD employees would enter the building by the IVRD breakroom. Public would access the building by vestibule, which would likely have some type of locked/controlled access.

Jason Curran inquired about potential tower-related problems with Mendota and IVCC. John Duncan reported the Mendota location has a tower, while IVCC would need a tower. Equipment would need to be moved to the Mendota location at a very rough estimate of up to \$500,000.00. The Mendota facility would need to be purchased. IVCC and Peru have offered leases. Peru's proposed draft lease is \$10 per year. Board members

discussed the cost of moving equipment and obtaining more concrete numbers. Per IVRD's consulting law firm, Klein, Thorpe and Jenkins, JETSB monies cannot be used to pay for a building. A city would need to make the building purchase on behalf of IVRD. The city would be the owner in name only, with IVRD making the loan payments using the monies collected monthly from the cities. Board members discussed having John Duncan and Justin Miller prepare a comparison between the potential Mendota and Peru locations for the next IVRD Board Meeting. If IVRD borrows money, all four member cities will need to pass additional IGA's.

PERSONNEL UPDATE

PSAP Manager Fisher noted she is hoping to obtain one more part-time employee.

LABOR MANAGEMENT COMMITTEE

None

IVRD PSAP MANAGER REPORT

PSAP Manager Fisher reported projects postponed with Central Square due to COVID-19 are rescheduled for August 17-21.

PSAP Manager Fisher reported the Eventide Grant applied for was approved.

CHAIRMAN'S REPORT

None

FINANCIAL REPORT

Chairman Bacidore presented and reviewed the May and June financial reports. John Duncan made a motion to receive and place the May and June financial reports on file and to approve and pay bills in the usual manner. Joe Hogan seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hayse, Hogan, King, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Harl, Popurella and Rivara absent; motion carried.

ACTIVITY REPORT

Chairman Bacidore presented and reviewed the May Activity Report. Jeff Grove made a motion to receive and place the May Activity Report on file. Doug Bernabei seconded the motion. All In favor; motion carried.

OLD BUSINESS

Joe Hogan reinitiated building discussion requesting a date be set to vote on the future IVRD site, in order for all to have substantial time to review and decide. Board members discussed the August meeting as a potential date for the decision and vote. Greg Kellen, Dennis Rutishauser and Brian Fisher requested a five-minute meeting pause while they stepped out. Board members agreed to the five-minute break. Greg Kellen, Dennis Rutishauser and Brian Fisher re-entered the meeting room after three minutes. Greg Kellen stated Mendota would like to withdraw the proposed Mendota building from consideration as the potential IVRD site. Greg Kellen stated they appreciated the time and effort into reviewing the proposed Mendota location, but did not believe it would be cost effective for IVRD to move. Greg Kellen made a motion to withdraw the Mendota location as a potential future site of IVRD. Dennis Rutishauser seconded the motion. Doug Bernabei stated he believes IVRD should review the Peru lease again before making the decision. Dennis Rutishauser stated the dispatchers want to stay in Peru. Brian Fisher stated after review, the numbers to move to Mendota are high. Jason Curran stated due diligence has to be done for the taxpayers, noting owning the Mendota location, and having space for expansion as pros for the Mendota location. Jason Curran stated he did not want the Mendota location taken off the table too soon. John Duncan said he agreed with Jason Curran and stated everything that IVRD can do to get to the ultimate decision should be done, with the process being lengthy, but worth it in the long run. Greg Kellen said he did not believe it to be reasonable to ask the board to spend the extra money during these times. Chairman Bacidore asked if there were any additional comments or discussion. Melissa Carruthers called the roll with Bernabei, Grove, Hogan, King, Rutishauser, Samolinski and Kellen voting aye; Curran, Duncan, Fisher, Hayse and Bacidore voting nay; Boelk (Hunt), Harl, Popurella and Rivara absent; motion carried. The Mendota facility has been removed from consideration as a potential future IVRD site.

John Duncan asked that each city attorney look over the proposed Peru lease agreement. John Duncan said he would send a copy of the Peru remodel plan and proposed lease agreement to board members.

PSAP Manager Fisher reinitiated discussion of the ongoing Earlville and Leland radio issues, with radio communication being ok some days and other days where IVRD is unable to hear them at all. PSAP Manager Fisher stated Leland is looking at a different dispatching avenue, through Ottawa or LaSalle County. Earlville wanted IVRD to handle their Monday-Friday phone calls. Greg Kellen stated Mendota has no issues with Earlville keeping their equipment in Mendota. Doug Bernabei stated that all cities signed IGA's with IVRD stating that each city would provide a Monday-Friday employee to monitor their city's phones. As part of the original agreement, Peru's Monday-Friday calls would be covered by IVRD dispatch because IVRD was getting use of the Peru Police Department building in return. When the Peru Police Department moves out of the building next year, Peru will need to employ a Monday-Friday employee to handle Peru phones. Doug Bernabei asked why IVRD would provide a service to Earlville that is not being provided to other cities. Doug Bernabei stated IVRD should not be accepting the liability. Board members conducted general discussion regarding installation of proper equipment and call coverage for Earlville. Doug Bernabei made a motion for IVRD to send a letter to Earlville with requirements to fix the radios and fiber and establishing an increase in monthly service fees to \$1,000.00 per month for IVRD to provide Monday-Friday daytime administrative call coverage and radio communication. Joe Hogan seconded the motion. All in favor; motion carried.

NEW BUSINESS

PSAP Manager Fisher reported on installation of a computer in her office to serve as a fourth answering point. Jason Curran made a motion to approve a quote from Connecting Point for purchase and installation of a computer for the PSAP Manager's office at a cost of \$1,709.08. Dennis Rutishauser seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Hayse, Hogan, King, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Grove, Harl, Popurella and Rivara absent; motion carried.

Jason Curran made a motion to approve a quote from Connecting Point for purchase of a 911 computer and secure internet for the text2911 for all 4 locations at a cost of \$591.09. Brian Fisher seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Hayse, Hogan, King, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Grove, Harl, Popurella and Rivara absent; motion carried.

PSAP Manager Fisher reported on a WTH mapping license needed for the fourth workstation being installed in her office. Board members conducted general discussion and requested PSAP Manager Fisher to obtain costs and purchase a WTH editor license in order to make changes and updates as necessary. Dennis Rutishauser made a modified motion to approve the purchase of a WTH mapping editor's license for the 4th workstation in the PSAP Manager's office. Jeff King seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Hayse, Hogan, King, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Grove, Harl, Popurella and Rivara absent; motion carried.

PUBLIC FORUM (CITIZEN COMMENTS)

None

EXECUTIVE (CLOSED) SESSION

None

SCHEDULE NEXT IVRD MEETING

The next IVRD meeting will be at 10:00 a.m., Tuesday, July 28, 2020.

ADJOURNMENT

Jeff King made a motion to adjourn the meeting. Dennis Rutishauser seconded the motion. All in favor; motion carried. The meeting adjourned at 11:41 a.m.